



Government of Goa

DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP

(An ISO 9001:2015 Certified Office)

Shram Shakti Bhavan, 3rd Floor, Patto Plaza, Panaji-Goa. 403001

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Ref No. DSDE/Proj/680/Toner Cartridges/2023-24 / 160

Date: 5 April, 2025

To,

Sub: - Quotations for the Supply of Toner Cartridges at Head Office reg.

Sir,

I am directed to invite **sealed** quotations from the reputed suppliers to Supply the enclosed list of items at the lowest rates:-

Sr. No.	Item / Specification	Qty.	Rate Per Unit	Amount	Remarks
	As per Annexure enclosed				
	Total (Exclusive of GST)				

Terms and conditions:

1. The materials shall be supplied FOR destination within 30 days of placing supply order at the Directorate of Skill Development and Entrepreneurship Panaji – Goa.
2. GST and any other levy applicable at the time of supply may be shown **separately** in the quotation; otherwise it will be presumed that the prices offered are inclusive of all taxes.
3. The rate quoted shall be **inclusive** of packing and forwarding charges and freight paid for destination at Directorate of Skill Development and Entrepreneurship Panaji – Goa.
4. The material will be accepted after the inspection only if the same confirms with the specification mentioned in the supply order.
5. The quotation shall be valid for 90 days from the date of opening of the same.
6. Quotations will be evaluated for all the items together. Therefore, all the items may be quoted.
7. The material if not accepted after inspection shall be collected by the supplier immediately with written assurance to supply the same as per specifications as mentioned in the supply order. The Directorate of Skill Development and Entrepreneurship shall be responsible for security/storing.
8. This office reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
9. The warranty / guarantee shall be furnished as the case may be.
10. The extension of time limit will be granted as per the discretion of the State Director on genuine grounds by the written request of the supplier.

11. The quotation may be sent in **sealed envelope** superscribing "QUOTATION NUMBER & SUBJECT" so as to reach this office at **2.30 p.m. on 23rd April, 2025** which will be opened on the same day at 3.30 p.m.

Yours faithfully,



(Vinayak Kambli)
Deputy Director (Projects)

Encl: Annexure-I


Copy to:-

1. The Dy. Director (Admn), O/o. DSDE, Panaji.
2. The Asst. Accounts officer, O/o. DSDE, Panaji
3. O/c.

ANNEXURE

Toner cartridges to be supplied to the Directorate of Skill Development and Entrepreneurship Panaji – Goa:

Sr. No.	Description	Qty	Rate Per Unit	Amt Rs.	Remarks
01	Canon toner cartridge-071	35 Nos.			
02	HP toner cartridge-146A	13 Nos.			
03	Laser Jet 78A CE278A Printer : IIP Laser Jet P1606dn	05 Nos.			
04	Canon toner cartridge 337 Printer: Canon Image Class MF244dw	04 Nos.			
05	Hp laser jet toner cartridge- 56A	05 Nos.			
06	Toner cartridge CE742A (Yellow) for HO colour laser jet CP5225 printer	01 No.			
07	Toner cartridge CE743A (Magenta) for HO colour laser jet CP5225 printer	01 No.			
08	Toner cartridge CE741A (Cyan) for HO colour laser jet CP5225 printer	01 No.			
09	Toner cartridge CE740A (Black) for HO colour laser jet CP5225 printer	01 No.			
10	Toner Cartridge NPG-90 (For Canon Ir2925 Photocopier machine)	05 Nos.			


(Vinayak Kampli)
Deputy Director (Projects)